

臺北基督學院專任教師\_\_\_\_\_學年\_\_\_\_學期校外兼課報核表  
 Authorization for CCT Full-time Faculty to Accept Part-time Teaching Contract

Year \_\_\_\_\_ Semester \_\_\_\_\_

系/Dept.	姓名/Name	職稱/Position	校內上課總時數 Total CCT Teaching Hours		備註/Note
			上學期 Fall	下學期 Spring	
兼課情形 / Part-time Teaching Information					
學校名稱 College/University	授課科目 Course Name (每週授課時數 Hours Per Week)				備註 Note
	上學期 1 <sup>st</sup> semester	下學期 2 <sup>nd</sup> semester			
		系主任簽章 Department Chair			校長核示 President
教務處課務同工核簽 Curriculum Staff		教務長核簽 Dean of Academic Affairs			
人事暨秘書室主任核簽 Director of HRSO		副校長核簽 Vice President			

填表日期/Application Date : \_\_\_\_\_年(y)/\_\_\_\_\_月(m)/\_\_\_\_\_日(d)

一、校內上課總時數請課務同工核對。

Curriculum staff is requested to confirm teaching hours.

二、依「臺北基督學院教師聘任及服務規則」第六條規定:…得在課餘時間在他校兼課，其所授課程與在本校所授課目性質相同者為原則，最多每週以四小時為限。

A full-time faculty member cannot teach more than four (4) hours weekly outside of Christ's College Taipei.

三、請申請人於每年7月31日或1月31日前提出，轉送人事暨秘書室，俾便呈核。謝謝！

Each applicant should submit this completed form to the HRSO by Jul. 31 or Jan. 31 for efficient processing. Thank you for your cooperation!